

**TIPPECANOE COUNTY COUNCIL**  
**2007 BUDGET HEARINGS**  
**AUGUST 21-22, 2006**

The Tippecanoe County Council Meeting held the 2007 Budget Hearings at 1:00 P.M. Monday, August 21, 2006 in the Tippecanoe Room in the County Office Building. Council members present were: President David S. Byers, Vice President Jeffrey A. Kemper, Ronald L. Fruitt, Betty J. Michael, Thomas P. Murtaugh, Kevin L. Underwood, and Kathy Vernon. Others present were: Auditor Robert A. Plantenga, Attorney David W. Luhman, and Secretary Pauline E. Rohr.

County Commissioners present were: John L. Knochel, Ruth E. Shedd, and KD Benson.

President Byers called the meeting to order and led the Pledge of Allegiance.

***ORDINANCE FOR APPROPRIATIONS AND TAX RATES***

Attorney Luhman read the following:

(quote)

Budget Form 4 (Rev. 1985)

**ORDINANCE FOR APPROPRIATIONS AND TAX RATES**

Be it ordained by the County Council of Tippecanoe, Indiana: that for the expenses of the County government and its institutions for the year ending December 31, 2007, the sums of money shown on Budget form 4-A are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenues to meet the necessary expense of County government, tax rates are shown on Budget Form 4-B and included herein. Two (2) copies of Budget Forms 4-A and 4-B for all funds and departments are made a part of the budget report submitted herewith.

Presented to the County Council of Tippecanoe County, Indiana, and read in full for the first time this 21<sup>st</sup> day of August 2006.

Attest: \_\_\_\_\_  
Robert A. Plantenga, Auditor

\_\_\_\_\_  
David S. Byers, President

Presented to the County Council of Tippecanoe County, Indiana, and read in full for the second time, and adopted, this 12th day of September, 2006, by the following vote:

	Aye	Nay
David S. Byers	_____	_____
Ronald L. Fruitt	_____	_____
Jeffrey A. Kemper	_____	_____
Betty J. Michael	_____	_____
Thomas P. Murtaugh	_____	_____
Kathy Vernon	_____	_____
Kevin L. Underwood	_____	_____

ATTEST: \_\_\_\_\_  
Robert A. Plantenga, Auditor

APPROVED BY: TIPPECANOE COUNTY COUNCIL ON SEPTEMBER 12, 2006.

\_\_\_\_\_  
David S. Byers, President

\_\_\_\_\_  
Ronald L. Fruitt

\_\_\_\_\_  
Jeffrey A. Kemper

\_\_\_\_\_  
ATTEST:

\_\_\_\_\_  
Robert A. Plantenga, Auditor

\_\_\_\_\_  
Betty J. Michael

\_\_\_\_\_  
Thomas P. Murtaugh

\_\_\_\_\_  
Kevin L. Underwood

\_\_\_\_\_  
Kathy Vernon

**PUBLISHED BUDGET FIGURES FOR 2007 ARE:**

2006 Net Assessed Valuation Estimate (80% of 2005 Net Assessment) \$5,899,670,000

Complete details of budget estimates by fund and/or departments may be seen at the County Auditors Office.

<u>Fund</u>	<u>Fund Name</u>	<u>Budget Estimate</u>	<u>Maximum Estimated Funds to be Raised</u>	<u>Excessive Levy Appeals</u>	<u>Current Tax Levies</u>
001	County General	\$34,200,000	\$18,100,000	\$250,000	\$16,526,468
010	Cumulative Capital Dev	\$2,500,000	\$1,500,000	\$0	\$1,445,421
011	Cumulative Bridge	\$6,700,000	\$2,700,000	\$0	\$2,581,108
020	Jail Lease/Rental	\$1,200,000	\$1,400,000	\$0	\$1,098,815
101	County Highway	\$4,300,000	\$0	\$0	\$0
102	Local Road & Street	\$3,000,000	\$0	\$0	\$0
105	Excise Surtax	\$800,000	\$0	\$0	\$0
106	Wheel Tax	\$100,000	\$0	\$0	\$0
176	E-911	\$1,900,000	\$0	\$0	\$0
281	Reassessment 2006	\$600,000	\$280,000	\$0	\$265,485
301	EDIT	\$5,000,000	\$0	\$0	\$0
570	Welfare/F & C	\$15,000,000	\$13,000,000	\$0	\$7,470,465
571	Children's Psych Treat	\$300,000	\$300,000	\$0	\$0
	Welfare/HCI	\$0	\$360,000	\$0	\$320,975
	Welfare/MAW	\$0	\$450,000	\$0	\$405,603
	Welfare/CSHCN	\$0	\$110,000	\$0	\$95,870
	<b>TOTAL</b>	<b>\$75,600,000</b>	<b>\$38,200,000</b>	<b>\$250,000</b>	<b>\$30,210,210</b>

*The 2007 estimated maximum levy  
limitation of the unit is: \$38,200,000*

(unquote)

- Councilmember Fruitt moved to give preliminary approval to the proposed 2007 Budget, seconded by Councilmember Michael; motion carried.

***PUBLIC HEARING 2007 BUDGET***

Department Heads and the general public were invited to speak regarding the proposed 2007 Budget.

**CASA: Director Colleen Hamrick**

Mrs. Hamrick requested to amend her 2007 Budget request to move the Assistant Director from Regular Part-time to Full Time so that CASA will have two full time positions. The move to full time will cost an additional \$6,060 but eliminate a Regular Part-time position. The Commissioners approved the creation of the full time position earlier today.

**Fairgrounds/Extension: Extension Agent Bryan Metzger**

Mr. Metzger said his budget request includes an additional Extension Educator for the 4-H Program. The new contract amount will be \$53,600.

Mr. Metzger said the 2007 Fairgrounds Budget increased 20% to pay for additional maintenance due to the age of some of the buildings.

**Area Plan: Executive Director Sallie Fahey**

Mrs. Fahey noted she increased Photo/Blue Printing \$500 for 2007 but all other item amounts are the same as last year.

Councilmember Kemper asked about the success of Al Levy's work in Area Plan. Mrs. Fahey said it is working out very well and he is a huge help with the addressing. He is transitioning the addressing to fully digital and beginning to work with GIS to get all the addresses into the GIS layer.

**Highway: Executive Director Opal Kuhl**

Ms Kuhl reported they were able to use funds from MVH, LRS, Wheel Tax and Major Moves to improve roads. She said 12 miles are being converted from gravel to an asphalt base, 10 miles are being converted from gravel to an asphalt base and surface, 5 miles are being surfaced over chip-and-seal, and 24 miles are being resurfaced.

Some highlights of the 2007 Budget:

- Line items for materials and asphalt are reduced in the MVH budget and increased in the LRS budget.
- Line items for paint and equipment increased in the LRS budget to cover the new paint truck. The Contracts line item was decreased because the painting will be done in-house.
- The LRS line item for infrastructure increased to reflect new projects that are in the design phase such as Tyler Road, Highway Garage upgrade, 200 N, McCormick Road, and the Purdue Plan.

**Villa: Director Deanna Sieber**

Mrs. Sieber said her Full Time Employee line item includes funding for a Night QMA position that was previously unfunded. This position is needed because their census has increased to a high of 85 in an 89 bed facility. Garage Maintenance increased significantly because they have begun transporting residents to and from the doctor since they lost their Transportation Services. She said they average 50-75 appointments per month. The Farm line item increased \$3,200 to pay for new fencing. The Utilities line item also increased due to increased cost.

**Department of Child Services: Director Angela Grossman-Smith**

Mrs. Grossman-Smith reported their number of Family Case Managers has increased to 24 and the number of Supervisors has increased to 3 for the 456 children under their supervision. The Department of Child Services contracted with The Villages to help with recruitment for the retention of Foster Parents. If the number of Foster Parents increases, the budget can be reduced because they now pay for a lot of specialized care. She reported they also contracted with Community Partners for Child Safety and Intensive Family Preservation and Reunification. These programs do up-front work to reduce long term institutional costs.

### **Zoning Enforcement: Enforcement Officer Al Levy**

Mr. Levy noted a \$200 increase in the Repair line item and a \$200 increase in Camera due to problems with the camera.

Mr. Levy acknowledged the Council might have questions regarding the additional responsibilities his office has taken on in Area Plan. President Byers wondered if Zoning Enforcement should be moved to Area Plan. Mr. Levy responded this is additional responsibility and he prioritizes duties in both areas according to need.

### **Superior Court II: Judge Tom Busch**

Judge Busch said the Ancillary Budget includes the restoration of a second Floating Court Reporter because the courts are operating at maximum. This individual will cover leave and vacations for all courts except Superior Court III. He said one Floating Reporter cannot handle the full load and a second one will allow the courts to operate at 100%.

Councilmember Kemper asked when Transcripts are typed. Judge Busch responded they are either farmed out or typed by Court Reporters after hours.

As Ancillary supervisor, Judge Busch said he will assign this second Floating Reporter on a priority basis when reservations are made Judges and the Magistrate.

### **Building Permits: Building Commissioner Ron Highland**

Mr. Highland distributed printouts showing Permits Issued, Mileage Traveled, Inspections, and Quietus' amounts. He noted the number of permits issued for 2005 and 2006 is lower than 2004 when C.P. Morgan came into the County. He thinks the numbers for 2005 and 2006 are realistic.

### ***END OF PUBLIC HEARING***

### ***BUDGET CALCULATION: Auditor Plantenga***

Auditor Plantenga reviewed the steps involved in calculating the proposed budget using anticipated 18 month expenditures and 18 month revenues.

18 Month Expenditures	\$52,079,304
18 Month Revenues	<u>-\$34,508,392</u>
Property Tax required to meet budget requests	\$17,570,912
Proposed Operating Balance (end of 2007)	<u>+\$500,000</u>
Requested Tax Levy	\$18,070,912
Total Levy Requests	\$22,376,173
Working Maximum Levy	<u>-\$21,498,778</u>
Estimated amount over the allowable Maximum Levy	<b>\$877,395</b>
(Amount to be cut)	

### **Approximate Amount Needed to be Cut from the General Fund by Percentage Pay Increase**

All salaries were calculated using a 1% increase that was recommended by the Commissioners.

1%	\$877,395
2%	\$1,057,669
1.5%	\$973,145
0.5%	\$785,062
0%	\$687,009

**Calculated another way:**

**2007 Revenue**

Property Tax Revenue \$16,693,500  
Miscellaneous Revenue \$16,250,536  
Total Revenue \$32,944,036

<b><u>2007 Expenditures</u></b>	<b><u>1%</u></b>	<b><u>1.5%</u></b>	<b><u>2%</u></b>
Budget	\$34,180,513	\$34,276,263	\$34,360,787
Revenue less Expenditures	\$1,236,477	\$1,332,227	\$1,416,751

Auditor Plantenga advocated cutting \$1,236,477 if the 1% raise option is approved. If only \$877,395 is cut, the budget will be larger than the revenue and it will be necessary to dip into the estimated \$1.5 million General Fund cash balance to make the budget and revenue match. He explained that building the cash balance also builds the uncommitted balance for the beginning of the year. He noted that the \$1,236,477 amount can be reduced by cutting the budget or increasing the revenue estimates.

**New Positions Requested**

**General Fund**

Human Resources	Benefits Manager
Sheriff	Maintenance Technician
	Transportation Officer
Public Defender	Regular Part-time PD (4)
*CASA	Assistant Director/Volunteer Coordinator
*Cary Home	Clinical Director
Extension	Educator (Contract)
Ancillary	Floating Court Reporter
Villa	Night QMA

\*Not included in budget requests. Will have to be added if approved.

**Other Funds**

Prosecutor (Grant)	Deputy Prosecuting Attorney
Highway	Mechanic

**Funding Requested for Positions Not Funded for 2006**

Maintenance	Custodian
Sheriff	Deputy Sheriff

**Change of Classification**

Highway	Truck Drivers (2)
	Sign Coordinator to Sign Foreman

## ***REVENUE DISCUSSION: 18 Months: Auditor Plantenga***

Revenue adjustments made during this preliminary portion of the meeting:

	<b>2007 Estimate</b>	<b>2007 Approved</b>	<b>Estimate to 2006 EOY</b>	<b>Approved 2006 EOY</b>
License Excise Tax	\$1,382,148	\$1,400,000		
Financial Institutions Tax	126,462	\$135,000		
COIT/County Option Income Tax	\$5,644,878	5,701,000		
Inheritance Tax	250,000	270,000		
Building Permits-Misc	10,000	20,000		
Public Defender Commission	251,020	300,000		
Capital Case Reimbursement	0	25,000	0	40,000
State Gaming	325,000	335,000	343,606	342,901
Animal Warden Reimbursement			77,000	79,540
Municipal Election Reimbursement	174,778	170,000		
County Treasurer	16,000	20,000		
County Recorder	375,000	400,000		
County Prosecutor	0	18,000		
Area Plan Commission	48,000	50,000		
Probation	91,500	100,000		
Juvenile Detention Reimbursement	400,000	450,000	200,000	220,000
Sheriff-Housing Inmates (DOC)	997,500	1,124,000	367,000	400,000
Park Property-Rental	40,000	50,000	20,000	30,000
Fairgrounds-Rental	95,000	100,000	32,000	35,000
Interest	1,200,000	1,400,000	500,000	650,000

After adjustments, the amount required to be cut was a **negative \$19,248**.

President Byers asked the Council if they want to consider a .5%, 1%, 1.5%, or 2% raise for 2007. Councilmember Fruitt asked how much the Health Insurance line increased. Auditor Plantenga responded that a 10% increase plus insurance for 10 new employees was built into the Budget for 2007. He said the County needs to build the fund balance as well as have an estimated \$1 million for a buyout of outstanding claims if we enter into a joint plan with the cities.

Councilmember Vernon said she favors giving a 1% pay increase and another 1% based on a merit evaluation. Auditor Plantenga said 1% will cost approximately \$200,000 for General Fund employees. Since a 1% increase was included in the proposed salary amounts, President Byers decided to move forward with that amount.

### ***COUNTY GENERAL FUND DEPARTMENT ADJUSTMENTS***

#### **NOTE:**

- Adjustments to budgets were made over the course of the one and one half day session.
- Salaries for Elected Officials, Chief Deputies, and Full Time Employees were initially recommended with a 1% increase. **Note:** At the end of the Budget Hearings, the Commissioners raised their recommendation to a 2% increase and agreed to release \$300,000 (or more if needed) of Cum Bridge Interest to the General Fund if the final amount of COIT revenue is not sufficient to fund a 2% raise.
- Adjustments to corresponding County paid benefits were made when Full Time, Part-time, and Overtime were adjusted.

**Recorder**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Full time Employees*	115,243	61,891
20-10	Office Supplies*	1,000	0
20-40	Printed Supplies*	1,000	0
25-46	Repair & Maint Rebinding*	10,000	0

\*Two (2) of four (4) Full time Employees plus other line items funded from Recorder's Record Perpetuation Fund.

**County Surveyor**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
10-10	Elected Official*	57,801	49,801
11-10	Full time Employee*	34,202	25,202
20-10	Office Supplies	2,000	1,000
32-10	Travel & Training	4,000	3,000

\*Moved \$8,000 of Elected Official's salary to Surveyor Cornerstone Perpetuation Fund 240.

\*Moved \$9,000 of Full time Employee's salary to Surveyor Cornerstone Perpetuation Fund 240.

**Drainage Board**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
20-10	Office Supplies	1,500	1,000
50-60	Engineering Services	3,000	1,000

**Fairfield Twp Assessor**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Full Time Employees*	55,254	55,254

\*Includes an employee previously paid from Reassessment Fund 281. Was requested in the General Fund because Reassessment Funds are depleting and will be needed for the next Reassessment.

**Lauramie Twp Trustee**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
10-10	Elected Official*	3,940	3,859
10-20	Deputy Assessor*	3,030	2,911

\*Requested higher than a 1% raise.

**Shelby Twp Trustee**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
10-10	Elected Official*	3,795	3,721
10-20	Deputy Assessor*	2,933	2,877

\*Requested higher than a 1% raise.

**County Council**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
42-30	Institutional Care of Juveniles	725,000	700,000

**Human Resources**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Full time Employee*	85,292	30,368

\*Cut new Benefits' Manager position.

**Maintenance**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Full time Employees*	387,210	387,210

\*Includes new Custodian position that was previously unfilled.

**MTS**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
20-40	Printing Supplies	20,000	18,000

**Elections & Registration**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
12-20	Part-time*	25,000	20,000
53-85	Service & Support**	12,000	3,000

\*Revenue reduced by corresponding amount.

**Note:** Operational costs based on conventional election if Tippecanoe County is not designated as a Vote Center County for 2007.

\*\*\$9,000 moved to Voting Equipment Fund 329 for Poll worker Training.



**Building Permits**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
30-05	Dues & Subscriptions	2,000	1,000
32-10	Travel & Training	2,000	1,500

**Cary Home**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Full Time Employees*	642,971	642,971
12-20	Part-time-Other	130,000	120,000
25-11	Clothing & Personal	3,000	0
25-15	Recreation & Crafts	3,000	0
30-05	Dues & Subscriptions	2,500	500
56-35	Allowances	1,400	0

\*New Clinical Director position request was withdrawn and no funding was requested.

**County Extension**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
20-10	Office Supplies	11,000	10,000
23-30	Ground/Maint Supplies	1,500	1,000
32-10	Travel	3,000	2,000
43-60	Educators/Contr Serv*	176,280	176,280

\*Includes 1 new contract Educator position.

**Fairgrounds**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
12-20	Part-time	15,000	14,000
35-20	Building Repair	40,000	35,000

***Recessed 4:32 P.M. August 21<sup>st</sup> & Reconvened 8:32 A.M. August 22<sup>nd</sup> with the Pledge of Allegiance followed by a moment of silence at the request of Vice President Kemper who was residing. President Byers entered the meeting and resumed the chair.***

**Coroner**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
20-10	Office Supplies	2,000	1,000
37-20	Telephone	2,000	1,000
56-15	Morgue Services	7,000	5,000
56-20	Autopsies*	70,000	60,000

\*Cut based on past spending experience.

**Emergency Management**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
36-80	Repair of Sirens*	20,000	0
37-20	Telephone	6,000	5,000

\*Included in EDIT Fund 301 appropriation request of \$40,000.

**Sheriff**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Full Time Employees*	3,203,354	3,203,354
11-15	Sheriff Deputies**	2,205,154	2,205,154

\*Includes new Maintenance Technician and Transportation Officer positions.

\*\*Includes 2007 funding for Deputy Sheriff position not funded for 2006.

**Prosecutor**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Full Time Employees*	1,416,460	1,416,460

\*New Deputy Prosecutor position paid from a Criminal Justice Institute Grant. Part of another Deputy Prosecutor's salary as well as all office expenses are paid from Prosecutor Diversion Funds.

**Prosecutor 4-D**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
32-10	Travel	4,000	2,000

**Ancillary**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Full Time Employees*	108,066	108,066
12-20	Part-time-Other**	16,000	4,000
13-10	Overtime	2,000	1,000

\*Includes new Floating Court Reporter position.

\*\*Cut because of new position.

**Public Defender**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
10-30	Appointed Official*	90,225	101,250
12-10	Part-time-Regular**	129,781	129,781
12-20	Part-time-Other***	3,100	21,000
42-10	Professional Services	140,000	130,000

46-55	Law Book Subscriptions	8,000	6,000
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\*Incorrectly submitted. Has to be 98% of Prosecutor's salary to be compliant for reimbursement.

\*\*Includes 4 new Attorneys to be compliant for reimbursement.

\*\*\*Incorrectly submitted at \$3,100 rather than 31,000. It was then cut to 21,000.

### **Probation**

Office expenses are paid from Probation User Fees.

### **Circuit Court**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
12-20	Part-time-Other	4,500	2,000
46-20	Pauper Attorney	20,000	16,000
46-85	Guardian Ad-Litem	4,000	2,000

### **Superior Court**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
12-20	Part-time-Other	10,000	5,000
13-10	Overtime	12,000	7,000
46-20	Pauper Attorney	60,000	50,000

### **Superior Court 2**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
12-20	Part-time	9,000	7,000
13-10	Overtime	8,000	6,000
46-05	Jury Expense	40,000	30,000
46-20	Pauper Attorney	80,000	70,000

### **Superior Court 4**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
12-20	Part-time	1,000	500
13-10	Overtime	1,000	500
46-05	Jury Expense	2,000	1,000
46-20	Pauper Attorney	5,000	4,000

### **Superior Court 5**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
12-20	Part-time	2,500	1,500
13-10	Overtime	4,000	2,500
46-05	Jury Expense	18,000	12,000
46-25	Translator	500	0
46-60	Central Law Library	5,000	4,000

**Superior Court 6**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
13-10	Overtime	7,000	2,000
46-05	Jury Expense	15,000	12,000
46-20	Pauper Attorney	8,000	7,000
46-45	Judge Pro-tem	1,500	1,000
46-55	Law Book Subscriptions	1,500	1,000

**Superior Court 3**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
12-10	Part-time-Regular	15,000	10,000
13-10	Overtime	10,000	5,000
42-30	Institutional Care	450,000	400,000
46-20	Pauper Attorney	165,000	145,000

**CASA**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Full time Employee*	37,019	65,699
12-10	Part-time-Regular**	63,051	36,441
46-20	Pauper Attorney	26,000	16,000

\*Includes new Assistant Director/Volunteer Coordinator position.

\*\*Part-time Assistant Director now new full time employee.

**Health**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
20-10	Office Supplies	4,000	3,000
22-10	Printed Forms & Materials	5,000	4,000
25-05	Food	20	0

**Employee Benefits**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Merit Pay/Full time Employees*	135,104	135,104
12-20	Merit Pay/Part-time-Regular	1,500	1,500

\*When the Commissioners recommended a 1% pay increase, the Merit Pay was submitted based on an up to 2% merit for eligible employees.

Councilmember Vernon said the Council has to decide whether they want to give a raise across the board or evaluate and reward for merit. President Byers thinks they have to be taken hand in hand. He thinks a cost of living raise still has to be given across the board. Councilmember Fruitt inquired if the Council has cut enough to give a 2% increase. Auditor Plantenga responded that enough has been cut, but a 2% increase will dip into the cash reserve. President Byers suggested a 1.5% increase will take less.

### 2007 Percentage Increase

- After a brief recess, President Byers called for a vote on a percentage raise:  
2%            Michael  
1.5%  
1%            Murtaugh, Underwood, Fruitt, Kemper, and Vernon

### Merit Pay Discussion

Councilmember Kemper said department heads should be strongly encouraged to evaluate their employees and to reward exemplary employees.

Councilmember Michael said it is not merit pay if every employee in the office receives it. Councilmember Murtaugh expects department heads to be trained again this year on how to evaluate. He thinks more departments will participate this year.

Councilmember Vernon said the goal is to reward good employees but, more importantly, a conversation between the employee and department head will occur. A change in performance is the ultimate goal.

Councilmember Underwood said all employees should not get a blanket raise. He favors leaving merit pay in.

Councilmember Fruitt asked if department heads consider merit pay a bonus or is it a recurring amount built into the base salary. It was answered that it is a bonus because the pay charts are not adjusted.

### ***NON-GENERAL FUND ADJUSTMENTS***

#### **Cum Cap Fund 010 (Includes all Capital Outlay)**

Councilmember Kemper initiated a discussion regarding storage needs for the Public Defender and disposal of records. It was noted that storage space is being rented in a downtown building for some of the Clerk's records. If the Public Defender has funds, additional storage space in this facility may be available for records. It was pointed out that some departments have rigid disposal schedules and the Public Defender may need some of their records for decades.

	<b>2007 Budget Req.</b>	<b>Council Approved</b>
62-15      Equip/Communications	261,000	225,000
<b>Cum Bridge Fund 011</b>		No Adjustments
<b>Jail Lease Fund 020</b>		No Adjustments
<b>Highway Fund 101</b>		No Adjustments
<b>Local Road &amp; Street Fund 102</b>		No Adjustments
<b>Excise Surtax Fund 105</b>		No Adjustments
<b>Wheel Tax Fund 106</b>		No Adjustments
<b>Health Department Donation Fund 119</b>		No Adjustments
<b>Clerk Record Perpetuation Fund 160</b>		No Adjustments

**Plat Book Fund 165-Auditor**

No Adjustments

**E-911 Fund 176**

No Adjustments

**Surveyor Cornerstone Perpetuation Fund 240**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
10-10	Elected Official*	0	8,000
11-10	Full time Employee*	0	9,000
20-60	Operating**	0	5,500
30-05	Dues & Subscriptions**	0	600
30-25	Advertising**	0	300
32-10	Travel & Training**	0	3,000
36-10	Maintenance & Repair**	0	4,000
37-20	Telephone**	0	1,500

\*Portion of salaries moved from General Fund 001.

\*\*Moved from EDIT Surveyor Cornerstone Fund 301

**Engineering Review Fees Fund 244**

No Adjustments

**Phase II Stormwater Fund 247**

No Adjustments

**Old Hoosier Act Fund 250**

No Adjustments

**IV-D Prosecutor Incentive Fund 256**

No Adjustments

**Prosecutor Drug Enforcement Fund 257**

No Adjustments

**Pre-Trial Diversion Fund 260**

No Adjustments

**Infraction Diversion Fund 261**

No Adjustments

**Federal Drug Forfeitures Fund 263**

No Adjustments

**Non-Drug Forfeitures Fund 265**

No Adjustments

**Reassessment Fund 281**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
11-10	Full time Employee*	108,488	99,126

\*Corrected per Human Resources Director Frank Cederquist.

**Sales Disclosure Fund 285**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
32-10	Travel & Training*	5,000	15,000

\*Appropriation increased to pay for Assessors' conferences, an allowable expense.

**EDIT Fund 301****Surveyor Cornerstone**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
20-60	Operating*	5,500	0
30-05	Dues & Subscriptions*	600	0
30-25	Advertising*	300	0
32-10	Travel & Training*	3,000	0
36-10	Maintenance & Repair*	4,000	0
37-20	Telephone*	1,500	0

\*Moved to Surveyor Cornerstone Perpetuation Fund 240.

**Commissioners**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
58-23	Greater Lafayette Progress*	100,000	75,000

\*Councilmembers Underwood, Kemper, Byers, and Michael voted to lower appropriation. Councilmember Vernon argued against the reduction because she said this is start-up money for the newly combined organization.

**Transfer & Recycling Fund 306**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
30-90	General Operating-Misc*	0	50,000

\*Subsidy for West Lafayette Recycling Center because at least 50% of usage is from non-West Lafayette residents.

**Inmate Medical Co-Pay Fund 319**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
25-25	Medical	0	10,000

**Late Traffic Fines Fund 321**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
46-07	Jury Questionnaire*	0	1,966

\*An effort to zero out the fund. Late fines are still collected but a percentage now goes into Clerks Record Perpetuation and the remainder goes into the General Fund.

**Parking Garage Maintenance Fund 322**

No Adjustments

**Voting Equipment Fund 329**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
53-15	Poll worker Training*	0	9,000

\*Moved from Election & Registration in General Fund 001.

**MTS Access Fees Fund 455**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
37-35	Internet Access*	10,000	0

\*Included in MITS Budget in Cum Cap Fund 010.

**Local Health Maintenance Fund 460**

No Adjustments

**Emergency Preparedness Fund 475**

No Adjustments

**Emergency Preparedness "B" Fund 476**

No Adjustments

**Adult Probation User Fees Fund 510**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
30-90	Miscellaneous*	50,000	5,000

\*Incorrectly requested per Kip Scott.

**Family Counseling Fund 526**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
43-60	Education*	0	5,000

\*No request was submitted but an appropriation was calculated as follows:

6 months' revenue	12,000
Cash	+11,000
Unspent appropriation	<u>-18,000</u>
Total	5,000

**Jury Pay Fund 550**

No Adjustments

**Public Defender User Fees Fund 555**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
42-10	Professional Services*	0	2,000

\*Appropriation added in case it is needed in January 2007.

**Substance Abuse/Mental Health Fund 575\***

No Adjustments



\*Court Services Director Cindy Houseman will be asked to come before the Council on September 12<sup>th</sup> to discuss budget and revenue. The budget is exceeding the revenue.

**Violence in Community Fund 576\***

No Adjustments

\*Court Services Director Cindy Houseman will be asked to come before the Council on September 12<sup>th</sup> to discuss budget and revenue. The budget is exceeding the revenue.

**Criminal Justice Grant Fund 601**

No Adjustments

**TB Grant Fund 760**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
12-20	Part-time-Other*	0	4,085

\*Appropriated the cash to clear the account. Reduced Tobacco Settlement Fund 765 Part-time-Other by corresponding amount.

**Tobacco Settlement Fund 762**

		<b>2007 Budget Req.</b>	<b>Council Approved</b>
12-20	Part-time-Other*	25,000	20,915

\*Fund 760 Part-time-Other appropriation can be used to pay some of Fund 762 Part-time-Other.

**Revolving Fund 780**

No Adjustments

**WIC Fund 881**

No Adjustments

**WIC Peer Enhancement Fund 883**

No Adjustments

**Division of Family & Children Fund 570**

		<b>2007 Budget Req.</b>	<b>State Approved</b>
48-40	Care of Wards in Institutions*	3,879,624	3,083,465
48-45	Care of Wards in Therapeutic Foster Homes*	3,262,631	3,879,623
48-88	Interest on Temporary Loans*	0	16,211
Total Other Services & Charges		13,975,360	13,812,404
2007 Tax Levy Request			8,463,882

\*Auditor Plantenga explained that DFC Director Angela Grossman-Smith's 2007 Budget was approved by the State Welfare Department with some changes that lowered the budget amount to \$13,812,404 for 2007. Auditor Plantenga noted these changes increased the 2007 Tax Levy to \$8,463,882 from \$7,470,465 for 2006. Although State Welfare approves the Budget, the Council appropriates the Budget. He pointed out that, if the Council cuts line items, the Levy will not change and the same amount of Property Tax will be collected.

## Children's Psychiatric Residential Treatment Services Fund 569

	<b>2007 Budget Req.</b>	<b>State Approved</b>
Psychiatric Residential Treatment Services*	240,000	325,000

\*Auditor Plantenga explained Mrs. Grossman-Smith submitted an estimated budget of \$240,000 but he rounded that request and advertised \$300,000. Since the State Welfare Department approved the higher amount of \$325,000 after the deadline, he is not sure if the DLGF will approve that amount or only the advertised amount of \$300,000. He said he thinks the State Welfare approved a higher amount to give them an operating budget.

## Convention & Visitors Bureau

Councilmember Fruitt, who sits on this Board, recommended approving the Budget as submitted but Councilmember Kemper noted their Budget includes a 3% raise and wondered why it isn't the same as the proposed raise for County employees. Auditor Plantenga interjected that their employees used to receive the same percentage increase. Commissioner Benson argued they need to hire professional people because they compete with other communities for business, but Area Plan Executive Director Sallie Fahey pointed out that some County offices are competing for professional employees.

When President Byers asked if the Council has the final say on this Budget, Attorney Luhman stated the County appropriates the money and imposes the tax that provides the funds that provides the revenues for those salaries.

President Byers asked for the Council's wishes on their raise.

Kemper	1.5%
Michael	1.5%
Murtaugh	1.5%
Vernon	3.0% and send the message to be in line with the County next year.

Examination of past percentage increases showed they have consistently received 3% when County employees have not.

President Byers called for a vote:

Kemper	1%
Michael	1%
Murtaugh	1%
Underwood	1%
Byers	1%
Vernon	3%
Fruitt	3%

- The Council voted 5 – 2 to approve a 1% increase for Convention & Visitors Bureau employees.

## ***REVIEW/DISCUSSION***

President Byers invited a review of any budgets or revenue estimates and asked the Commissioners if they wished to address Cum Bridge Interest.

Commissioners' Assistant Jennifer Weston reported that, by consensus, the Commissioners will offer \$250,000 of 2007 Cum Bridge interest of which \$135,000 is to be used to fund Merit Pay and the remaining \$115,000 can be used as the Council wishes. Auditor Plantenga reported this action will make the 2007 Revenue exceed the 2007 Budget by \$85,000. If the Council wants to approve more than a 1% raise, it will take another \$150,000 for a 1.5% raise and another \$245,000 for a 2% raise.

All Councilmembers except Councilmember Michael favored a 1% increase plus Merit Pay. Councilmember Michael favored a 2% increase.

Councilmember Murtaugh proposed eliminating the County's \$120 contribution to Flex Benefits for each employee and giving a 1.5% increase. He estimated elimination of Flex could save \$60,000. Auditor Plantenga suggested giving a 1% increase and increasing the Flex contribution which is tax free to the employees. President Byers objected to that proposal because he said some employees leave employment mid-year and walk away with free money. Auditor Plantenga countered that the Flex account is growing because many employees don't use all their Flex. Upon further consideration, Councilmember Murtaugh thought that eliminating the Flex would be a net loss for employees who earn less than \$24,000 per year. Auditor Plantenga showed that approximately 17 employees fall into that category. Councilmember Vernon observed that increasing the Flex would not be a permanent raise whereas an across the board increase would.

President Byers proposed reducing the Rainy Day line item from \$100,000 to \$50,000 in the County Council's Budget or reducing the Superior Court III appropriation from \$400,000 to \$300,000 to give a 1.5% raise and keep Merit Pay. Auditor Plantenga expressed his objection to reducing the Rainy Day line item because it may be needed if the COIT Revenue goes down. Councilmember Vernon was also uncomfortable with reducing the Rainy Day line.

After a brief consultation, President Byers announced the Commissioners would like to increase their recommendation to 2% for 2007. To accomplish this, they are willing to release \$300,000 of Cum Bridge Interest and suggest increasing the COIT estimate \$200,000. If the amount received from the State falls short of this final COIT estimate, they are willing to give more interest to cover the difference.

- Councilmembers Fruitt, Michael, Underwood, Kemper, Vernon, Murtaugh, and Byers voted to approve a 2% salary increase for 2007. The Merit Pay appropriation was unchanged.
- Councilmembers Underwood, Michael, Kemper, Murtaugh, and Byers voted to approve a 2% salary increase for 2007 for Convention & Visitors Bureau employees. Councilmembers Fruitt and Vernon voted to approve a 3% increase.

#### ***REVENUE ADJUSTMENTS***

	<b>2007 Estimate</b>	<b>2007 Approved</b>	<b>Estimate to 2006 EOY</b>	<b>Approved 2006 EOY</b>
COIT/County Option Income Tax	\$5,644,878	\$5,896,064		
Cumulative Bridge	0	\$300,000		

#### ***RECESSED***

- Councilmember Michael moved to recess until 1:00 P.M., Tuesday, September 12, 2006, seconded by Councilmember Vernon; motion carried.

**TIPPECANOE COUNTY COUNCIL**

\_\_\_\_\_  
David S. Byers, President

\_\_\_\_\_  
Betty J. Michael

\_\_\_\_\_  
Jeffrey A. Kemper, Vice President

\_\_\_\_\_  
Thomas P. Murtaugh

\_\_\_\_\_  
Ronald L. Fruitt

\_\_\_\_\_  
Kevin L. Underwood

Attest: \_\_\_\_\_  
Robert A. Plantenga, Auditor

\_\_\_\_\_  
Kathy Vernon